



**HOUSING AUTHORITY
of the County of Los Angeles**

Administrative Office

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Executive Director

January 4, 2005

Honorable Board of Commissioners
Housing Authority of the
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Commissioners:

**AUTHORIZE AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE HOUSING AUTHORITY AND THE REGENTS OF THE UNIVERSITY
OF CALIFORNIA (ALL DISTRICTS)
(3 Vote)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Executive Director of the Housing Authority to execute an amendment to increase by \$28,000 the Memorandum of Understanding (MOU) between the Housing Authority and the Regents of the University of California to continue and expand Cooperative Extension program services; and authorize the Executive Director to incorporate \$28,000 in agency general funds into the Housing Authority's approved Fiscal Year 2004-2005 Housing Authority budget.
2. Authorize the Executive Director to execute future MOUs between the Housing Authority and the Regents of the University of California, consistent with the availability of funds included in the approved Fiscal Year budget and the programmatic requirements of the funding sources.
3. Authorize the Executive Director to execute amendments to future MOUs, to expand the scope of services and increase funding by a maximum of 10 percent above the approved Fiscal Year budgeted amount, for unforeseen program costs.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to amend the Fiscal Year 2004-2005 MOU between the Housing Authority and the Regents of the University of California to continue and expand Cooperative Extension program services.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The amendment will increase the MOU amount by \$28,000, from \$460,000 to \$488,000, using agency general funds, to be incorporated in the Housing Authority's approved Fiscal Year 2004-2005 budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

In 1993, the Board of Supervisors transferred the Cooperative Extension program from the County Department of Community and Senior Services to the Community Development Commission. The Commission was identified as an appropriate new home for the program because of its close link in mission to the program. Currently, the Cooperative Extension's budget resides within the Housing Authority. For the past 11 years, the County and Housing Authority have jointly supported the continuation of Cooperative Extension program services.

On June 1, 2004, your Board approved the Housing Authority's Fiscal Year 2004-2005 budget, which included funding for the MOU. The MOU between the Housing Authority and the Regents of the University of California provides County residents with training on subjects such as horticulture, nutrition and gardening, as well as 4-H youth development programming. The amendment request would increase the MOU budget to continue and expand Cooperative Extension programming County-wide. With the exception of the increased funding, all other terms and conditions of the MOU will remain unchanged.

The MOU is funded with County of Los Angeles and agency general funds. Each year, the MOU budget is approved by your Board during the annual budget process. The authority being requested for the Executive Director to execute future MOUs will enable the Housing Authority to enter into the MOUs based on the approved budgeted amount each year.

Additional authority is being requested to enable the Executive Director to execute amendments to future MOUs to increase the scope of services and funding up to a maximum of 10 percent above the approved Fiscal Year budgeted amount for unforeseen program services and costs.

ENVIRONMENTAL DOCUMENTATION:

The amendment to the MOU between the Housing Authority and the Regents of the University of California is exempt from the provisions of the National Environmental Policy

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Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact or result in any physical changes to the environment. The activities are not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT SERVICES:

The actions requested will continue and expand services provided to County residents through the Cooperative Extension program.

Respectfully submitted,

CARLOS JACKSON
Executive Director